



**REGULAR MEETING MINUTES**

**THURSDAY MAY 31, 2018 – 2:00 P.M.**

**POLICE SERVICES BOARD ROOM**

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**1. Roll Call**

**Members** – D. Hilsinger, Chair  
J. Bruno  
Councillor M. Bruni  
R. Webb

**Staff** – Chief R. Keetch  
Deputy S. Sparling  
S. Miles

**2. Call to Order**

Chair D. Hilsinger called this meeting to order at 2:01p.m.

**3. Conflict of Interest Declarations**

There were no conflicts of interest declared.

**4. Questions and Information Arising Out of the Minutes and Not Otherwise on the Agenda**

There were no questions that arose.

**5. Adoption of Minutes – April 24, 2018**

MOVED BY: J. Bruno  
SECONDED BY: M. Bruni

RESOLVED that the Minutes of the regular meeting, as presented, be hereby approved.  
Carried.

**6. Motion to Accept Agenda – May 31, 2018**

MOVED BY: R. Webb  
SECONDED BY: J. Bruno

RESOLVED that the Agenda of the regular meeting, as presented, be hereby approved. Carried.

**7. Communications & Reports – Information Only**

- a) Special Account Ledger (Auction Fund) – April 2018
- b) 2018 Monthly Total Overtime Costs (Paid and Banked) – April 2018

The Chief advised the overtime was in line with previous years and the hope was that the new hire would assist with keeping it in line. He also noted that we are collapsing units for the summer and brining officers back on Patrol in order to assist with the overtime demands.

- c) 2018 Monthly Staff Shortage Overtime Costs – April 2018
- d) 2018 Monthly Staff Shortage Overtime Costs (Cash and AOT) – April 2018
- e) Court Time Costing Comparison – October 1, 2017-September 30, 2018
- f) Budget Report – Ending April 30, 2018

The Chief reported there were no significant concerns regarding the budget. The salary year to date is under budget at the moment and that can be tied back to the decision regarding the retirement allowance. Councillor Bruni asked if we are expecting to hire any more officers from now until December and the Chief noted that we expect to hire two more bodies. He explained that based on funding provided through the province, there will be room in the budget for this. The hiring is anticipated to take place in September.

- g) Use of Force Reports – April 2018
- h) Public Complaints Against Police – April 2018

**8. Travel Log**

MOVED BY: J. Bruno  
SECONDED BY: M. Bruni

RESOLVED that the Board approve the Travel Log report dated May 31, 2018. Carried.

**9. Board Policy – BP 5.24 – Collection of Identifying Information in Certain Circumstances – Regulation 58/16 of the Police Services Act (Street Checks)**

The Chief discussed the legislation regarding street checks. He explained to the Board that we did not realize the corresponding Board policy had not been approved so this item is on the agenda to satisfy that requirement. Donna asked about the timeline on reporting and the Chief noted we pull the information in January and provide the report to the Board in February.

MOVED BY: M. Bruni  
SECONDED BY: J. Bruno

RESOLVED that the Board approves BP 5.24 – Collection of Identifying Information in Certain Circumstances. Carried.

#### **10. Board Policy – BP 5.25 – Use of Board Resources for Election Purposes**

MOVED BY: R. Webb  
SECONDED BY: M. Bruni

RESOLVED that the Board approves BP 5.25 – Use of Board Resources for Election Purposes. Carried.

#### **11. Legal Indemnification – Auxiliary Officers**

The Chief reported to the Board that Sgt. Ben Bolduc identified the need to re-establish the Auxiliary Unit so he developed the program and was part of advertising, recruiting and training individuals. The Auxiliary Unit has taken part in their first event with six members being present.

The Chief explained that Auxiliaries are individuals who volunteer their time and skills to the Service so as to augment police services and support police community interactions, such as assisting with bicycle patrol on the boardwalk. With the changes to the new legislation, an auxiliary member is now defined as an “official” and is therefore subject to Special Investigations Unit (SIU) investigations. The Chief further explained that an Auxiliary is not a part of the Police Association, therefore there is an onus on the Board to provide legal indemnification. Councillor Bruni asked how many we anticipate having and the Deputy advised we started the unit with seven and are looking at eventually having ten to twelve members. Councillor Bruni asked why the unit was previously dissolved and the Deputy noted we hired some members and it simply fell by the way side. John asked if being an auxiliary member would be an advantage for anyone trying to be hired on by the Service and the Chief noted it would be beneficial in terms volunteerism. The Chief discussed the benefits of having a balanced unit of people who want to be hired and those who want to simply give back to their community.

John asked if the Police Association is agreeable to the indemnification and the Chief confirmed they were. Councillor Bruni asked if we have ever considered the cadet program and the Chief advised that is typically done by larger police services and communities. The Deputy noted we have never seriously looked into a cadet program.

MOVED BY: R. Webb  
SECONDED BY: M. Bruni

RESOLVED that Board approves the aforementioned indemnity being offered to Auxiliary Officers as set out in Article 12 and Article 30 of the Collective Agreement.  
Carried.

**12. For Information: Building Course**

The Chief reminded the Board of a discussion during the last budgeting process regarding the construction of a new building. The Chief noted this course was seen as an opportunity to learn about the process of establishing a new building. The Chief felt this was a discussion that needed to stay on the agenda and continue to be under consideration by the Board.

Rick asked if the Chief would recommend the Board hire a consultant, as outlined in the report. The Chief noted it is a significant investment so he would not recommend spending the money until the Board was ready to seriously consider a new building. The Chief noted that we are putting money into various items in the Service and trying to free up physical space in the building, but this should be an item for future discussion.

**13. Next Meeting Date**

June 28, 2018

**14. Adjournment – Time:**

MOVED BY: M. Bruni  
SECONDED BY: R. Webb

That the regular meeting is adjourned and that the Board enter into the caucus meeting.  
Carried.



**REGULAR MEETING AGENDA – ADDENDUM**

**THURSDAY, MAY 31, 2018 – 2:00 P.M.**

**POLICE SERVICES BOARDROOM**

**1. NEW HIRE**

Donna asked if the new hire would be increasing the complement and the Chief advised it would not. There are opportunities through the government where officer salaries are being funded this will keep the Service within the complement. The Deputy noted the number of bodies working on the ground is higher than compliment, but in terms of salary, we are within compliment.

MOVED BY: M. Bruni

SECONDED BY: J. Bruno

Mr. Christopher Dorans

Effective 11 June 2018

Experienced Officer

RESOLVED that the Board appoint the new hire. Carried.

**2. FOR INFORMATION: Enforcement of Annual Safety Inspections and Trailer Towing**

The Chief explained the enforcement on trailer towing is currently an issue in our community and there was a media release done to provide clarification on the matter. Officers were assigned to do a targeted traffic campaign with a focus to improve road safety. The Chief noted it has been a very successful initiative, with nearly 2000 tickets having been issued. The Chief further explained that we have been trying to obtain training on commercial vehicle regulations for a number of years and in the middle of this imitative, the opportunity arose. One officer has come back and is enforcing the legislation, based on this training. The Chief advised this was not a specific initiative that we rolled out, however he did note the Service could have provided an education piece to the public earlier on. The Chief noted we need to be mindful of educating the public when we conduct certain enforcement but this is also a matter of the law being the law. The Chief pointed out there are safety concerns and we had a fatal collision involving an over loaded truck, just last year. The Chief explained the unit is providing warnings and 72 hour notices to allow the public the opportunity to be compliant but he was not willing to remove an officer's ability to exercise discretion.

Councillor Bruni advised the Mayor and City Councillors have received several phone calls and emails regarding this enforcement and no one seems to be aware of the legislation. Councillor Bruni expressed that he wished the public had been educated sooner, similar to how the RIDE program is handled. Councillor Bruni asked for a grace period in order to ensure the public is adequately informed. The Chief advised he does not have the ability to provide a grace period as it is a matter of legislation. He would not tell his officers to not impose but would ask that they use their discretion and look at individual cases.

Councillor Bruni asked what the cost of the inspection would be and the Chief invited media officer, Cst. Spina, to speak. Cst. Spina advised there are a number of business owners aware of the law when it came into place and the government allowed for a two year grace period. Councillor Bruni disagreed and did not feel it was public knowledge. The Chief advised that you cannot move on anecdotal information and what is presented on social medial. Councillor Bruni reiterated the importance of educating the public. The Chief explained this was not a campaign by the Service; it was one officer who received education and then enforced the law. We take part in other campaigns that have media releases but this was not the same type of circumstance. The Deputy provided that it was approximately 70 vehicles out of 1000 that were stopped.

John also agreed that public education should take place. The Chief advised there would be a press release involving the violations, with a breakdown of what the Traffic Enforcement Unit has accomplished.